



Notes of Consultative Meeting with  
**Birmingham East and North Action Group**  
 (BENAG)

Thursday 26<sup>th</sup> January 2012  
 (11.00 - 1.00 pm)

**ENTA CIC**  
**Mill Wharf, 10 Mill Street**  
**Birmingham**  
**B6 4BS**  
**Tel: 0121 380 4800**

**PRESENT:**

Terry Paget (Chair) TP  
 Doris Spiers  
 Sangeta Acharya  
 Ken Barlow

**FACILITATORS PRESENT:**

Andrew John (AJ) – Birmingham LINK Deputy Coordinator  
 Christina Jobe (CJ) – Birmingham LINK Outreach Worker

**APOLOGIES:**

Item	Notes/Actions	By Whom	Date
1	<b><u>CHAIR FOR THE MEETING</u></b>  TP agreed to act as interim chair for the meeting.		
2	<b><u>MINUTES OF NOVEMBER 2011 MEETING AND MATTERS ARISING</u></b>  Minutes were agreed as an accurate record, with the exception of a number of amendments as follows:  3.2 TP stated that Birmingham City Council did not have the appetite for an election.		

Item	Notes/Actions	By Whom	Date
	<p>3.19 TP confirmed that the 'Real Involvement' document was an NHS document. TP to forward this document to the group.</p> <p>3.21 Host to chase up liaising with someone within BVSC for the next meeting of the BENAG to establish the plan of action with a view to engaging the hard to reach.</p> <p>3.24 Host to chase up PD's draft Quality Impact Assessment document.</p> <p>3.28 Group agreed the meeting date of the third Thursday of each month, with the exception of February's meeting, which would be on Wednesday 29 February at ENTA. Information to be circulated by the HOST.</p> <p>5.3 Host confirmed that they did invite Des Workman to a BENAG meeting, but he has so far been unable to attend.</p> <p>TP requested that the workplan be included in the next agenda and that there should be a collective view on what should be in the next meeting. Host to email out the draft workplan, agenda and minutes prior to the meeting to enable the group to consider what should be in the BENAG workplan. Host to allow for a thirty minute discussion on the workplan in the next agenda.</p> <p>Doris requested that the topic of care be reinstated into the next agenda, and in the workplan.</p>	<p>TP HOST</p> <p>HOST HOST</p> <p>HOST</p> <p>ALL</p>	
3	<p><b><u>BUSINESS DECLARATIONS</u></b></p> <p>None were declared</p>		
4	<p><b><u>CLUSTER UPDATE (AH)</u></b></p> <p>The group to consider how they can help others to get involved and network with their geographical community to ensure that the Clinical Commissioning Groups are meeting their needs. CCGs are required engage their communities and have an impact.</p> <p>AH to continue to attend the BENAG. AH to feedback to the group all relevant information.</p> <p>There should be representation from the LINK on the Patient Reference Groups and the Clinical Commissioning Group Reference Groups.</p> <p>AH to bring an outline of what has been suggested to the next meeting.</p> <p>AH to invite a CCG lead to attend BENAG.</p>	<p>ALL</p> <p>AH</p> <p>ALL</p> <p>AH</p> <p>AH</p>	
5	<p><b><u>AOB</u></b></p> <p>DS is sending out a report of suggested improvements to be made at Perry Trees residential home. DS to feedback on the response to the group.</p>	<p>DS</p>	

Item	Notes/Actions	By Whom	Date
	AH to forward information and minutes from focus group to BENAG  LINK to attend carers event in Sutton Coldfield in June.	AH  HOST	
6.	<u><b>WORKPLAN</b></u>  Host to consider whether there should be a clustering of the action groups in line with the CCG's geographical spread.  Group to check LINK site for minutes of meetings.	ALL  ALL	
	<b>Date of next meeting: Wednesday 29 February 11-1pm at ENTA</b>		